



FOR CLERK USE ONLY
 City Council
 Item No. 13

CITY COUNCIL AGENDA FACT SHEET

Administration
 Department

August 3, 2010
 Requested Date

1. Request:

Council Approval ☐

Other (specify) ☒

Information Only/
Presentation ☐

Hearing ☐

2. Requested Action:

Discussion related to last minute information at City Council meetings. Provide direction to staff.

3. Fiscal Impact:

Revenue:

Increase ☐

Decrease ☐

Cost:

Increase ☐

Decrease ☐

Does Not Apply ☒

Source: _____

Amount: _____

Source: _____

Amount: _____

4. Reviewed By:

Finance Dept. on _____

By: _____

Comments: _____

City Attorney on _____

By: _____

Comments: _____

Note: Back up must be submitted along with this form. Deadline is 5:00 p.m., 2 Fridays before the scheduled meeting date.

CLERK USE ONLY:

CITY COUNCIL DATE: _____

Action ☐

Consent ☐

Hearing ☐

Filing ☐

Presentation ☐

Other(specify) ☐ _____

Reviewed by: City Clerk _____

Date _____

City Manager _____

Date _____

CITY COUNCIL AGENDA REPORT

**SUBJECT: DISCUSSION RELATED TO LAST MINUTE INFORMATION AT
COUNCIL MEETINGS**

AGENDA DATE: August 3, 2010

PREPARED BY: Jennifer M. Lyon, City Attorney (at the request of Councilman Hodge)

APPROVED FOR AGENDA BY: Victor Carrillo, City Manager

RECOMMENDATION: Discuss issue. Provide direction to staff if appropriate.

FISCAL IMPACT: None.

DISCUSSION (Current consideration): At the Council meeting of July 20, 2010, Councilman Hodge requested that an agenda item be presented on August 3 to discuss a City policy related to the consideration of last minute information at a Council meeting. The Brown Act only requires that a City Council agenda be posted (72 hours in advance for regular meetings and 24 hours in advance for special meetings) that lists the specific matters to be discussed and acted upon at such meeting. The Council may consider adopting a local policy related to the consideration of last minute information related to a properly agendized item. In the alternative, the City Council may on a case-by-case basis decide if the Council has had enough time to review last minute materials.